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CONFIDENTIAL

Director of Personnel

19 JUN 1959

Comptroller

Personnel Reports

1. One of the problems which the Office of the Comptroller is primarily concerned with is the Headquarters strength of the Agency, however, the personnel reports are prepared on the basis of the following classifications: Headquarters, [REDACTED], Overseas, Projects. Some of the individuals reported under the category of Projects are physically assigned to Headquarters. Periodically it is necessary for representatives of the Budget Division to request a special geographic breakdown of individuals reported under the "Project" category.

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2. Initially the Project category was established since individuals assigned to Projects were not charged against Agency ceilings. This, however, has not been the case for several years. In order to make these reports more useable it is requested that consideration be given to deleting the Project category as a major category and have the statistical reports reflect the individuals now shown under Projects under the appropriate geographic location. If for other reasons it is desirable to have information included in this report on Projects, it is requested that this be made a supporting schedule to the main report rather than a major classification.

3. Since January 1953, the number of individuals on duty and charged to Projects in accordance with the regular reports has been reduced by approximately 30 percent. The number involved in proportion to the total Agency strength has been substantially reduced. This indicates that this particular classification does not carry the same connotation and importance that it once did.

4. Your favorable consideration to this proposal would be greatly appreciated.

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E. R. SANDERS

BD/COMP/ERS/CNM/aml (9 June 1959)

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